

**Benchmark Ib.2.2:** Modify eWiSACWIS to provide documentation and templates needed for implementation.

**Evidence of Completion:** Summary report of eWiSACWIS modifications

The June 2011 eWiSACWIS release (on July 5, 2011) included the production of a Permanency Consultation Page. This is a new template developed to provide an electronic documentation of the Permanency Roundtables (PRT) held for a child or youth. The Permanency Consultation page is used by Permanency Consultants and other users to document data pertaining to the Permanency Roundtable process.

### **The Permanency Consultation Page**

Within the Permanency Consultation page the worker is to enter and document the following information: Child Name, Case Name, if the PRT was finalized (checkbox), the date of the PRT, worker name, supervisor name, permanency consultant name and the participants in each of the following roles:

**Agency Administrator**  
**External Consultant**  
**Ongoing Case Manager**  
**Ongoing Supervisor**  
**Other**  
**Permanency Consultant**  
**Policy Expert**  
**Scribe**

The worker must indicate whether or not Full Disclosure has been made to the parents based on the following definition of Full Disclosure:

*The respectful, candid discussion with parents that begins when a child is placed in out-of-home care, and continues through the life of the case that includes parents' rights and responsibilities, the problems that have been identified that led to their child's placement in out-of-home care, and the changes needed/the expectations of the agency and the court, and the responsibilities of the agency and court as specified in ASFA guidelines.*

Additionally the worker must document the last time he/she talked with the child about with whom he/she would like to have permanency.

The Permanency Consultation page includes the following required fields of documentation:

Current Goal of Record  
Concurrent Goal of Record  
Legal Permanency Status based on the Permanency Status Indicator  
Possible values are:

**Consultation Rescheduled**  
**Fair Permanency Status**  
**Good – No Consultation Required**  
**Good Permanency Status**  
**Permanency Achieved**  
**Poor Permanency Status**  
**Uncertain Permanency Status**  
**Very Good – No Consultation Required**  
**Very Good Permanency Status**

Proposed Permanency Goal  
Proposed Concurrent Permanency Goal

The Brainstorming session is documented based on the following PRT questions:

What will it take to achieve permanency?  
What can we try that has been tried before?  
What can we try that has never been tried?  
How many things can we do concurrently?  
How can we engage the youth in planning for permanence?

The Action Steps, who the action is assigned to, the target date due and the status are required fields of documentation. The design allows for the worker to document any identified systemic barriers. Barriers are documented by category and type. The worker must indicate the next PRT date prior to finalizing the Roundtable session in e-WiSACWIS. The Permanency Consultation page has its own icon in eWiSACWIS, and the Permanency Consultations display in chronological order under the case, with the most recent one at the top.

### Reports

Several new reports have been developed for Permanency Roundtables. Reports will be run on a regularly scheduled basis to continually evaluate permanency outcomes for children/youth.

### Screen Shot of the Permanency Consultation Page

The screenshot shows the 'Permanency Consultation - Windows Internet Explorer' window. The page title is 'eWiSACWIS'. The browser's address bar shows 'Local intranet | Protected Mode: Off' and the zoom level is '100%'. The page has a purple header with navigation icons for TM, Print, Spell Check, and Help. The main content area is divided into several sections:

- Plan Information:** Contains fields for Child Name (Altman, Fred (9220012)), Case Name (Altman, Simon (9220003)), PC Date (00/00/0000), Worker Name (Clark, Supervisor), Supervisor Name (Coke, Caitlin M.), and Permanency Consultant (Cedar, Cindy). There are links for 'Search' next to each name field.
- Basic / Finalized PCs:** A tabbed interface with 'Basic' selected.
- Participants:** A table with columns 'Name' and 'Role'. It lists Clark, Supervisor; Coke, Caitlin M.; and Cedar, Cindy. Each row has a 'Remove' link. An 'Insert' button is at the bottom.
- Disclosure:** Contains a dropdown for 'Full disclosure has been made: Details' and a text area for 'The last time you talked with the child about with whom he / she would like to have permanency:'.
- Child's Permanency Goals:** Contains dropdowns for 'Current Goal of Record', 'Concurrent Goal of Record', 'Proposed Permanency Goal', 'Proposed Concurrent Permanency Goal', and 'Legal Permanency Status'. There is a 'Definitions' link.
- Brainstorming:** A section with a text area and a 'Go' button.

At the bottom, there are 'Options:' dropdown, 'Go', 'Save', and 'Close' buttons.

## eWiSACWIS Enhancements for Permanency Consultations scheduled for June 2012 Release

The following enhancements for permanency consultations have been approved and will be a part of the June, 2012 eWiSACWIS release.

1. The legal permanency status rating form will be created outside of the Permanency Consultation Action Plan. This will allow State Permanency Consultants (SPCs) and counties to rate each child to determine if a Permanency Roundtable is required and to establish a permanency status. DCF will be able to track those children who did receive a PRT and determine if another PRT is required. Additionally, if a child's permanency status rates below "good" the system will automatically assign the SPC for consultation and will enable drop down permanency consultation options.
2. The build includes creating the functionality for each SPC to input case notes under the permanency consultation page. Only SPC's will be able to document in this area. These notes will display only under the PC icon.
3. The build also includes changes to be made to the PC action plan. Date fields are to be added next to the action steps. This date will indicate when the status changes from pending to another option.
4. Eventually, the ratings will pre-fill to the Integrated Case Plan.